

~~SECRET~~
CONFIDENTIAL

4-2624
Pers. - 14
JUN 24 1953

MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT: Separation Report for May, 1953.

1. Attached are Forms 37-154, and summaries of true separations of personnel from the Agency processed during the month of May 1953.

2. During May, there were 19 separations processed with effective dates prior to May. Ten of the actions resulted from resignations in absentia and one additional case involved a retiring employee whose retirement date was retroactively established by the Civil Service Commission. The eight questionable cases are outlined below:

25X1A9a

a. [REDACTED] Logistics Office. Resigned effective 30 April 1953. Action received in Personnel Office that date.

25X1A9a

b. [REDACTED] EE. Resigned effective 29 April 1953. Action not received in Personnel until 13 May 1953.

25X1A9a

c. [REDACTED] DD/P, FE. Resigned effective 27 February 1953. Even after repeated calls to FE Division, action was not received in Personnel until 14 May 1953.

d. [REDACTED] DD/P, FE. Resigned effective 30 April 1953. Action received in Personnel that date. 25X1A9a

e. [REDACTED] DD/P, FE. Resigned effective 5 March 1953. Even after repeated calls to FE action was not received in Personnel until 4 May 1953. 25X1A9a

f. [REDACTED] DD/P, NE. Resigned effective 28 April 1953. Action received in Personnel 1 May 1953. 25X1A9a

g. [REDACTED] DD/P, WE. Resigned effective 29 April 1953. Action received that date. 25X1A9a

h. [REDACTED] DD/P, SR. Resigned effective 29 April 1953. Action received that date. 25X1A9a

3. The Personnel Office must accept the responsibility for not having been able to either process cases in hand at the end of the month or obtaining from the Division involved the action on which processing action could be taken. Due to the impetus placed on this matter, however, except for resignations in absentia, it is expected that cases of this type will be reduced to zero for the month of June 1953.

Approved For Release 2001/05/10 : CIA-RDP78-04718A000800160027-9
CONFIDENTIAL

W. H. H. MORRIS, JR.
Assistant Director (Personnel)

Security Information

25X1A9a

Document No. 9
No Change In Class. ☐
☐ Declassified
Class. Changed to: TS S *1988*
Next Review Date: *12/28/78*
Auth.: HR 70-3
Date: *12/28/78*
By: *033*